

AGENDA

CONNECTICUT BOARD OF EXAMINERS OF EMBALMERS AND FUNERAL DIRECTORS

Thursday, April 2, 2015 at 9:30 AM
Department of Public Health
410 Capitol Avenue, Hartford, CT
Third Floor – Hearing Room

CALL TO ORDER

I. OPEN FORUM

II. MINUTES

Review and approval of the minutes from the February 3, 2015 meeting.

III. CHAIR UPDATES/CORRESPONDENCE

IV. DEPARTMENT OF PUBLIC HEALTH UPDATES

Investigations Update

Gary Griffin, Investigations Supervisor, DPH

V. NEW BUSINESS

VI. OFFICE OF LICENSURE REGULATION AND COMPLIANCE

A. Keith Phalen – Petition No. 2014-507

Presentation of Consent Order – Ellen Shanley, Staff Attorney, DPH

B. Funk Funeral Home – Petition No. 2011-1224

Presentation of Consent Order – Diane Wilan, Staff Attorney, DPH

ADJOURN

The Department of Public Health is an equal opportunity provider and employer.

*If you require aid/accommodation to participate fully and fairly,
please contact the Public Health Hearing Office at 860-509-7566*

The following minutes are draft minutes which are subject to revision and which have not yet been adopted by the Board.

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on February 3, 2015 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in the third floor Hearing Room.

BOARD MEMBERS PRESENT: Gerald Bosak, Jr., Embalmer
Frank W. Carmon, IV, Embalmer
Darrell L. McClam, Embalmer
Agnes Pier

BOARD MEMBERS ABSENT: None

ALSO PRESENT: Gary Griffin, Department of Public Health
Jeffrey A. Kardys, Board Liaison
Alfreda Gaither, Hearing Officer

The meeting convened at 9:49 a. m.

I. PENDING LITIGATION

CHRISTOPHER PANNESSE v STATE OF CONNECTICUT; STATE OF CONNECTICUT DEPARTMENT OF PUBLIC HEALTH; CONNECTICUT BOARD OF EXAMINERS OF EMBALMERS AND FUNERAL DIRECTORS, ET AL.

Mr. Carmon made a motion, seconded by Ms. Pier, to enter executive session to discuss pending litigation, with Assistant Attorney General Henry Salton and Assistant Attorney General Kerry Colson, in which Board members have been named as defendants. The motion passed unanimously and the Board entered executive session from 9:50 a.m. until 10:05 a.m. No motions were made and no votes were taken during executive session.

II. OPEN FORUM

Mr. Carmon was welcomed to his first meeting as a member of the Board.

The Board expressed thanks to former Chairman Daniel Jowdy for his years of dedicated service on the Board.

III. MINUTES

The December 2, 2014 minutes were reviewed, edited and approved on a motion by Mr. McClam, seconded by Ms. Pier.

IV. DEPARTMENT OF PUBLIC HEALTH UPDATES

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are five cases involving funeral homes currently in various stages of investigation by the Department. One additional case of potential unlicensed delivery of funeral services is also being investigated.

V. NEW BUSINESS

A. Memorandum of Decision -Leonard Holtz, Embalmer – Petition No. 2010-5371

Mr. McClam made a motion, seconded by Ms. Pier to adopt the Memorandum of Decision in this matter. The motion passed with all in favor except Mr. Carmon who abstained. Mr. Bosak signed the Order dismissing the charges against Mr. Holtz.

B. Alfredo Camargo (Apprentice) - Request for waiver

Mr. Camargo was present to request from the Board a waiver, pursuant to § 20-211-17, to allow him to work full time with the Office of the Chief Medical Examiner in addition to working full time as an apprentice. Mr. Camargo is not currently working as an apprentice with a funeral home. Mr. Carmon made a motion, seconded by Mr. McClam, that Mr. Camargo's request be tabled to until such time that he has identified a funeral home at which to complete his apprenticeship. The motion passed unanimously.

C. Burial Permits - Issuance Problems

Jane Purtill, Registrar Vital Records, Department of Public Health and Lisa Kessler, Staff Attorney, Office of Vital Records were present to discuss the issuance of burial permits by sub-registrars.

The Office of Vital Records will send reminders to town clerks that they need to appoint at least two sub-registrars for their towns.

The Office of Vital Records will also look into posting on the Vital Records web-site a listing of registrars and sub-registrars for all Connecticut cities and towns.

VII. ADJOURNMENT

There was no further business and the meeting was adjourned at 10:35 a.m. on a motion by Ms. Pier, seconded by Mr. McClam.

Respectfully submitted,

Gerald Bosak, Jr
Board of Examiners of Embalmers and Funeral Directors